SURV 1011 Introduction to Surveying
Each learner will demonstrate proper procedures of use, and capabilities of several different surveying instruments, including a transit, theodolite, total station, and a builder’s level. Each learner will also perform mathematic computations to solve surveying related problems.

**Type of course:** Theory/Lab  
**Credit Hours:** 1; Total clock hours of theory per semester: 15; Total clock hours of lab for the semester: 7.5; Total clock hours of clinical per semester: none.  
**Class length** - Full Semester  
**Class days and times:** T or TH 10:00 - 11:30  
**Prerequisites:** MATH 0163 if needed.

**Instructor Name:** Casey Campbell  
**Instructor Phone:** (918) 293-5263  
**Office:** Hospitality Services (AKA Culinary Arts on campus map), Rm. 147  
**Instructor email:** casey.campbell@okstate.edu  
**Contact:** My preferred method of contact is email. Please allow 24-48 hours to return your correspondence during the normal work week.

**Instructor's Office Hours:** Posted on office door.

**Division Name:** Engineering Technologies  
**Division’s Main Phone:** 918-293-5150

**REQUIRED TEXT, REFERENCES, AND MATERIALS**
**References:** None  
**Materials:** Notebooks, writing utensils  
**Uniform/Tools:** Scientific Calculator, Field Book

**Estimated Cost for Materials:** $ 5  
**Estimated Cost for Uniform/Tools:** $ 70
Upon completion of the course, students should:

<table>
<thead>
<tr>
<th>Course Objectives</th>
<th>Assessment of Objectives</th>
<th>ABET Student Outcome Assessment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Describe measuring methods and setup of associated surveying instruments.</td>
<td>Exam / Faculty Observation</td>
<td></td>
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<tr>
<td>Relate various surveying instruments to their respective use and application.</td>
<td>Exam / Faculty Observation</td>
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</tbody>
</table>

Aspects of the course objective assessments may be used in the university’s assessment of student learning. If applicable, an asterisk (*) above indicates this assignment is used in the university assessment program.

*(Please asterisk the assignment above if utilized for the assessment assignment.)*

COURSE ACTIVITIES
In this course students will:

(Please list the specific activities in the course)

- Summarize instruments used in land surveying.
- Perform computations using information obtained from various sources.
- Perform a differential level loop and record data.
- Perform a centerline profile survey, record data, and graph results.

EVALUATION - GRADES WILL BE BASED ON THE QUALITY AND COMPLETION OF THESE TASKS: *(NOTE-Please indicate the course specific evaluations.)*

| Class Participation .......... 10%                     | OSUIT Grading Scale                                      |
| Assignments.................. 20%                       | A = 90%-100%                                               |
| Labs.............................. 30%                      | B = 80%-89%                                               |
| Mid Term Exam............... 20%                        | C = 70%-79%                                               |
| Final Exam*................. 20%                          | D = 60%-69%                                               |
| Total ...................... 100%                           | F = 59% & below                                           |

*The student’s grade for this assignment will be used in the university’s assessment of student learning. A 70% competency or higher receives a Pass rating. This Pass/Fail rating is independent of the student’s course grade.*
Daily and/or weekly quizzes, small weekly assignments and similar type projects: Normal return time to student by next class meeting or no later than one (1) week.

Extensive assignments, large lab projects, extensive quizzes, exams and similar type projects: Normal return time to students in one (1) to two (2) weeks.

AUTHORIZED TOOLS
Students may use any/all course materials, including books and notes, while participating in classroom activities. All quizzes and written assignments are to be completed independently; no collaboration with classmates is permitted and any instance of such will be considered academic dishonesty.

LATE WORK
All homework and labs are due at the beginning of class and late work is not accepted.

TESTING
Late exams will not be accepted.

UNIVERSITY & COURSE EXPECTATIONS
It is the responsibility of each OSUIT student to read, abide by and maintain a copy of the syllabus for this course. Syllabi are available on the OSUIT website.

Students understand that excerpts or portions of their work may be utilized for institutional assessment purposes. The purpose of institutional assessment is for verification of student learning and program improvement. Every effort will be made to keep this information confidential.

AMERICANS WITH DISABILITIES ACT (ADA)
According to the Americans with Disabilities Act, each student with a disability is responsible for notifying the University of his/her disability and requesting accommodations. If you think you have a qualified disability and need special accommodations, you should notify the instructor and request verification of eligibility for accommodations from the Office of Academic Accommodations/LASSO Center. Please advise the instructor of your disability as soon as possible, and contact The LASSO Center, to ensure timely implementation of appropriate accommodations. Faculty have an obligation to respond when they receive official notice of a disability but are under no obligation to provide retroactive accommodations. To receive services, you must submit appropriate documentation and complete an intake process during which the existence of a qualified disability is verified and reasonable accommodations are identified. The LASSO Center is located on the 3rd floor of the Noble Center. You may call 918.293.4855 for more information or fax documentation to 918.293.4853.

ACADEMIC DISHONESTY
Academic dishonesty or misconduct is neither condoned nor tolerated at OSUIT. Any student found guilty of academic dishonesty or misconduct shall be subject to disciplinary action. Academic dishonesty and/or misconduct includes, but is not limited to, the following actions: (1) Plagiarism: the representation of previously written, published, or creative work as one’s own; (2) Unauthorized collaboration on projects; (3) Cheating on examinations; (4)
Unauthorized advance access to exams; (5) Fraudulent alteration of academic materials; (6) Knowing cooperation with another person in an academically dishonest undertaking. Students are required to actively protect their work against misuse by others. For details, refer to The OSUIT Student Handbook (Student Rights and Responsibilities Governing Student Behavior) available online at http://www.osuit.edu/academics/forms/student_rights_responsibility.pdf.

**ATTENDANCE POLICY FOR FACE-TO-FACE COURSES**

A primary component of OSUIT's Mission is “to prepare and sustain a diverse student body as competitive members of a world-class workforce.” Regular and consistent attendance not only aids in academic success, dependable attendance is a requirement in today's real-world employment; therefore, regular and consistent attendance is a requirement in all OSUIT courses.

**Definitions:** Absent: Failing to attend all or a significant portion of a class or lab session.

A. Students may not be marked as absent if missing class for situations such as, but not limited to
   1. participating in a required university activity such as a field trip;
   2. fulfilling a military obligation;
   3. a mandatory court appearance;
   4. death in the immediate family;
   5. extreme illness or accident to oneself or immediate family. Instructors, at their discretion, may require proof of such events.

B. It is the responsibility of the student to contact and inform the instructor and/or department in advance of such excused absences whenever possible.

Tardy: Arriving late to class as defined by the individual class instructor. Faculty, at their discretion, may equate three tardies to equal one absence.

**Procedures:**

**Early Intervention**

A. Any student who misses 10% of an individual course (or earlier at faculty discretion) during a regular fifteen-week semester, or the equivalent portion of time in a shorter session, will have their name submitted by that course instructor to the OSUIT Early Alert System for retention intervention.

B. At the point the Early Alert is issued, the student must meet with their assigned faculty advisor or designated faculty/staff member within seven (7) academic calendar days for counseling on how to improve their attendance and academic success.

**Excessive Absences**

A. The University reserves the right to administratively withdraw any student from an individual course who misses 20% of that course, whether excused or unexcused, and, in the opinion of the instructor, the student does not have a reasonable opportunity to be successful in the course.

B. Students should be aware any of the following may impact their financial aid:
   1. being administratively withdrawn from a course
   2. dropping a course
   3. their last date of attendance in a course

Please see OSUIT Policy 2-021 for full details and procedures.
<table>
<thead>
<tr>
<th>Course Outline Schedule</th>
<th>Topic</th>
<th>Assignment</th>
<th>Due Date</th>
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<tr>
<td>Week 1</td>
<td>Chapter 1 Basics of Surveying 1.1 – 1.7</td>
<td>Homework / Lab Work</td>
<td>Beginning Week 2</td>
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<tr>
<td>Week 2</td>
<td>Chapter 1 Basics of Surveying 1.8 – 1.14</td>
<td>Homework / Lab Work</td>
<td>Beginning Week 3</td>
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<tr>
<td>Week 3</td>
<td>Chapter 1 Basics of Surveying 1.15 – 1.21</td>
<td>Homework / Lab Work</td>
<td>Beginning Week 4</td>
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<tr>
<td>Week 4</td>
<td>Chapter 2 Leveling 2.1 – 2.8</td>
<td>Homework / Lab Work</td>
<td>Beginning Week 5</td>
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<tr>
<td>Week 5</td>
<td>Chapter 2 Leveling 2.9 – 2.17</td>
<td>Homework / Lab Work</td>
<td>Beginning Week 6</td>
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<tr>
<td>Week 6</td>
<td>Mid-Term</td>
<td>Homework / Lab Work</td>
<td>Beginning Week 7</td>
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<tr>
<td>Week 7</td>
<td>Leveling Lab</td>
<td>Mid-Term Exam</td>
<td>End Week 7</td>
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<tr>
<td>Week 8</td>
<td>Leveling Lab</td>
<td>Homework / Lab Work</td>
<td>Beginning Week 9</td>
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<tr>
<td>Week 9</td>
<td>Chapter 3 Distance Measurement 3.1 – 3.8</td>
<td>Homework / Lab Work</td>
<td>Beginning Week 10</td>
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<tr>
<td>Week 10</td>
<td>Chapter 3 Distance Measurement 3.9 – 3.16</td>
<td>Homework / Lab Work</td>
<td>Beginning Week 11</td>
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<tr>
<td>Week 11</td>
<td>Chapter 3 Distance Measurement 3.17 – 3.24</td>
<td>Homework / Lab Work</td>
<td>Beginning Week 12</td>
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<td>Week 12</td>
<td>Total Station Lab</td>
<td>Homework / Lab Work</td>
<td>Beginning Week 13</td>
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<tr>
<td>Week 13</td>
<td>Total Station Lab</td>
<td>Homework / Lab Work</td>
<td>Beginning Week 14</td>
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<tr>
<td>Week 14</td>
<td>Review</td>
<td>Homework / Lab Work</td>
<td>Beginning Week 15</td>
</tr>
<tr>
<td>Week 15</td>
<td>Review</td>
<td>Final Exam</td>
<td>End Week 15</td>
</tr>
</tbody>
</table>

Schedule is subject to change at instructor discretion.